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Eva: Use this in preparation of next Month's report.

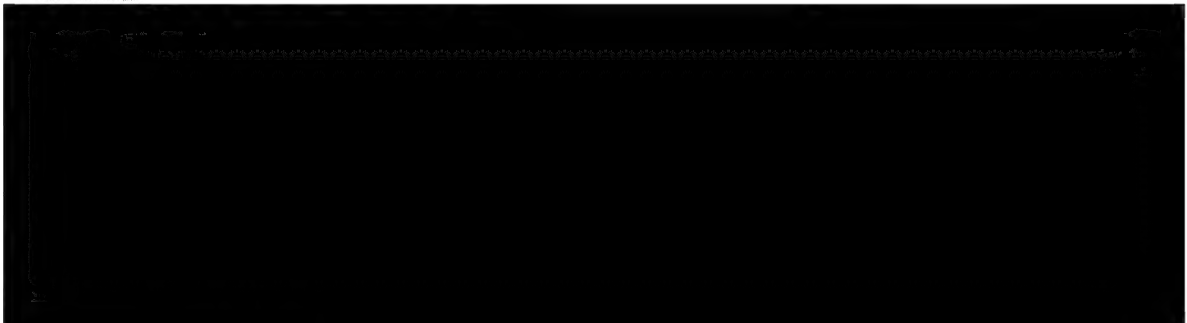
MONTHLY REPORT

15 November - 15 December 1955

**MATERIEL SUPPORT BRANCH
ENGINEERING DIVISION**

1. PROJECTS AND ACTIVITIES

BRANCH



LIAISON ACTIVITY

a. Of the twenty-six (26) liaison tasks received during this period, twenty (20) were completed, one cancelled by the customer, and initial action taken on five tasks. Drafts of several requests for liaison to be sent to Defense Agencies were submitted to OC-A.

FIELD SUPPORT SECTION

a. Routine supply duties in support of overseas activities continued.

STOCK MANAGEMENT & REQUIREMENTS SECTION

a. The Phased Procurement Program for fiscal year 1955 is continuing satisfactorily. Preparations are now being made to initiate the 3rd quarter procurement schedule immediately after the first of the year.

b. Correspondence has been initiated requesting the assembly and inventory adjustment of 17 each Two-Position Transportable Stations at the [REDACTED]

c. Additional work has been completed on the Standardization Program. A meeting was held between representatives of OMT, FEB, and MSB. Agreements were reached concerning some of the antenna towers, generators, equipment racks, and cabinets to be designated "standard". These designations are being coordinated with the Office of Logistics.

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d. Progress on the Maintenance Parts List Program is continuing at a satisfactory rate. The Parts Peculiar Program and the Identification and Packaging Program have progressed slowly due to personnel shortages and extended sick leave of the Chief of the [REDACTED] SMRS/MSB.

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LIBRARY SECTION

a. The Library received and processed eight hundred and sixty-nine (869) written or verbal requests for reference services, technical information, or procurement of documents and publications

b. The Library in turn submitted:

Eleven (11) requests to OCR/Library for loan of books and documents.

Seven (7) requests to OCR/Liaison Division for classified material.

One (1) request to [REDACTED] for documents.

One hundred and nine (109) requests to OCR/Book Order Branch for purchase of publications.

Forty-seven (47) letters to U.S. commercial concerns for technical information.

c. Routine library duties were performed and kept current.

TESTAND INSPECTION SECTION

a. The following quantities of equipment were processed:

				<u>Total</u>
Receiving				
Shipments	187	26		213
Items	1,051	43		1,094
Pieces	15,250	853	592	16,695
Cargo				
Shipments	86	33		119
Items	245	65		310
Pieces	11,250	1,224	309	12,783
PPI's	5			5
Items	5			5
Pieces	5			5

b. The newly established [REDACTED] "set up shop" by preparing office files and logs, orienting equipment, and installing an external antenna for testing. Assembly on the Two Position Station Program was started. A large quantity of communications-type equipment procured by TSS in the [REDACTED] area was processed.

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c. The [redacted] reports that eighteen (18) boxes were prepared for the Two Position Station Program. One hundred and eight (108) boxes remain to be processed. Classified [redacted] equipment was received after the [redacted] Field Tests and is being held in classified storage. The single MSB employee at the [redacted] reports that the work load at his shop varies from moderate to heavy. Although excellent cooperation from LO personnel is preventing a backlog of processing, it is probable that a sizeable increase in the work load would necessitate immediate assistance by MSB personnel.

d. The Crystal Laboratory has processed one hundred eighty nine (189) crystals. Six thousand, three hundred seventy (6,370) CR-18/U crystals were received from [redacted] and were all tested and found to conform well with contractual specifications. An additional eight thousand (8,000) crystals should be delivered during the next report period. Personnel shortages [redacted] preclude assignment of more than one man to the crystal processing activity. Increased difficulty is experienced in meeting the several deadline crystal processing orders. A meeting was held between the O&T and Engineering Divisions in which a means of lessening Agency Crystal requirements was sought. The validity of the need for crystal processing was confirmed, and a crystal stock level maximum was set at one hundred thousand (100,000) units.

e. The Chief, [redacted] indicates a major problem in the granting of judicial annual leave under current personnel shortage conditions. Three employees now stand to lose a total of one hundred and eighteen (118) hours of accrued annual leave at the end of the calendar year.

f. Assistance was given to General Services Administration in their construction of the FSB Disaster Station [redacted]

ADMINISTRATIVETDY:

None

FCS:

25X1A9a a. Mr. [redacted] a returnee from [redacted] entered on duty as 25X1A
25X1A [redacted] on 28 November 1955.

25X1A9a b. Mr. [redacted] ended his interim assignment with FSB/MSB and 25X1A
25X1C4a was [redacted] for the [redacted] Supply activity.

ESD:

None

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